

HALF-CENT OVERSIGHT COMMITTEE MEETING
APPROVED MINUTES
Wednesday, September 4, 2019

The Half-Cent Oversight Committee held their meeting on September 4, 2019, at 4 p.m. in Conference Room E of the District office, 620 East University Avenue, Gainesville, Florida.

Members present included: Carrie Bush, Jason Haesler, Sue Legg, Al Losch, Tom Mason, Karen McCann, Brian Scarborough, Karl Smith, Steven Vann. Members absent: Karen Alford, Dean Cheshire, and Shane Johnson.

District members present: Board Member Rob Hyatt, Superintendent Karen Clarke, Assistant Superintendent Business Services Alex Rella, and Assistant Superintendent Facilities Paul White.

WELCOME AND
INTRODUCTIONS

Chairman Karl Smith welcomed members and called the meeting to order at 4:05 p.m.

APPROVAL OF
MINUTES

Motion by Mr. Brian Scarborough

Seconded by Mr. Jason Haesler

Moved to approve the minutes of the June 5, 2019, Half-Cent Oversight Committee Meeting, as presented.

Upon Vote: Motion Passed

AGENDA

Chairman Smith reviewed the agenda with committee members.

PROJECT
UPDATES AND
OVERVIEW OF
THE PROJECT
MANAGEMENT
PROCESS

Mr. White provided an overview of the management process. He stressed that the Half-cent Sales Tax will help relieve overcrowding in the schools and will improve access. He provided an overview of the five (5) schools affected—1) Elementary School “I,” 2) Metcalfe, 3) Prairie View, 4) Idylwild, and 5) Howard Bishop Middle Schools. He shared how the schools will be affected during construction and how he Prairie View Elementary will be used as the transition school while improvements are being made. An overview of the timelines was shared with the committee.

Mrs. Clarke stated that Metcalfe will not have to move. Additionally, Prairie View will only be brought up to code and no other improvements are planned. Moving schools saves money, versus phasing, and is better for students. It was noted that Prairie View is not appropriate for high schools. Idylwild’s move is scheduled for 2021, and Williams is tentatively scheduled in 2023.

Several questions were raised by members and addressed by Mr. White, as follows:

Question 1:

Where will the current occupants of Prairie View be moved?

Answer:

They will be moved to different locations around the district.

Question 2:

What will happen to Prairie View after 2025?

Answer:

It will be used to funnel students into schools.

Question 3:

What is the cost after each school moves out?

Answer:

Mr. Alex Rella clarified that the schools will move their own desks, supplies, etc. The cost to update Prairie View will be \$4 million. Members asked for an analysis of the cost for updating.

Question 4:

What were some of the parent responses at the Idylwild Stakeholders meeting?

Answer:

Input from the Stakeholders meeting included: concerns about safety/security; number of bused students and attendees indicated that the Architect's presentation was very informative.

Committee members suggested working with community partners to provide assistance with improvements. Two (2) upcoming joint meetings are scheduled: September 12, 2019 -- Alachua County Commission, and November 6, 2019 -- Gainesville City Commission.

Mr. White discussed three (3) categories of funding:

1. Projects with substantial impact at each school.
2. Campus-wide projects.
3. Maintenance projects.

Members asked if they will be addressing security per the state? They were told the state is currently working with the district. Our district is ahead of the program with two officers, cameras, digital equipment to close schools, and fencing, with a baseline from the Police Department. ALICE training is given to all teachers and staff.

Number one on the District's website is Security. Mr. Rella stated that an additional \$500,000 was given to schools for security.

Mrs. Clarke noted that schools have been working on locks (one mechanism to lock a door), fences around the perimeter, fences directing visitors to a single point of entry, slowing down entry points, and surveillance. Mr. White noted the importance of teachers keeping their doors locked. A suggestion was made to add tinted windows to schools for additional security. The Spring phase (\$500,000) plan is to group together items needed by all of the schools so they may be bought in bulk for a cheaper price.

A member asked if a condition assessment was done at the schools? Mrs. Clarke confirmed that it was, and \$50,000 will be used instantly on projects that will provide an immediate impact on children. The building committee looks at what they would like to do before being submitted for Board approval.

A committee member asked what is the role of the Oversight Committee and how do they really monitor this as a committee. Mr. Rella responded that the role of the committee is financial responsibility and compliance. The Facilities plan and additional information is located on the website so the public can also be informed. Committee members will be updated on the status of project at each meeting.

The question was raised regarding how does the committee follow the money? Mr. Rella provided financial data from the last six months data. Lead-time is 2.5 months before a check is received and funds are making interest. A member asked how do you decide who to invest with? Mr. Rella stated Pro-Rada investing.

Based on requests from members of the committee, Members asked for a more detailed breakdown of the expenses, such as an itemized list from each school and what the money is used for. Mr. Rella agreed and will prepare the information request for the next meeting.

FINANCIAL UPDATE

Mr. Rella provided a financial overview and reviewed the following documents:

- 2018-2019 Sales Tax Receipts
- Half-Cent by Project (Dated August 2019)
- Half-Cent by Center (Dated August 2019)

Members asked about the spending time frame. Reports showed that some schools have not touched their funds and suggested schools should plan to use the funds immediately.

Mr. Rella defined some of the terms/abbreviations used on the financial charts.

- FYTD Account – Money Out
- Requisition – What do you want to do?
- Purchase Order – Board approved.
- Available – Unencumbered

Members suggested to Mr. Rella that a variance analysis would be useful, and asked if they were on track. Mr. Rella noted projections will be given next month. Chairman Smith noted an Actual vs. Projected report would be useful.

Questions for next meeting:

1. How do you manage projects?
2. Who is managing the projects?
3. How much relies on the C.M.?
4. C.O.s?

A committee member asked if the district has hired any project managers with school experience? Mrs. Clarke reported that two additional project managers have been added this year as FTE. It has been a challenge to bring people in, but the Senior Project Manager is an experienced manager.

NEXT MEETING

The next meeting of the Half Cent Oversight Committee will be held on Monday, December 2, 2019, at 4 p.m., Conference Room E.

ADJOURNMENT

The meeting was adjourned at 5:25 p.m.

